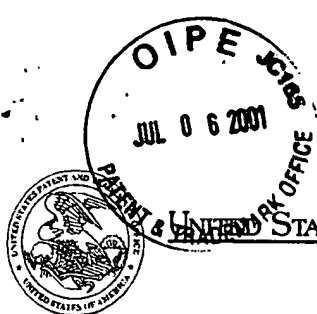


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UNITED STATES PATENT AND TRADEMARK OFFICE

COMMISSIONER FOR PATENTS
UNITED STATES PATENT AND TRADEMARK OFFICE
WASHINGTON, D.C. 20231
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APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
09/826,398	04/03/2001	Terence David Sanger	17420-012

CONFIRMATION NO. 2948

FORMALITIES LETTER



OC000000006060950

Mintz, Levin, Cohn, Ferris,
Glovsky and Popeo, P.C.
One Financial Center
Boston, MA 02111

Date Mailed: 05/10/2001

NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

Filing Date Granted

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The oath or declaration is unsigned.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(e) of \$65 for a small entity in compliance with 37 CFR 1.27, must be submitted with the missing items identified in this letter.
- **The balance due by applicant is \$ 65.**

The application is informal since it does not comply with the regulations for the reason(s) indicated below.

The required item(s) identified below must be timely submitted to avoid abandonment:

- Substitute drawings in compliance with 37 CFR 1.84 because:
 - drawing sheets do not have the appropriate margin(s) (see 37 CFR 1.84(g)). Each sheet must include a top margin of at least 2.5 cm. (1 inch), a left side margin of at least 2.5 cm. (1 inch), a right side margin of at least 1.5 cm. (5/8 inch), and a bottom margin of at least 1.0 cm. (3/8 inch);

*A copy of this notice **MUST** be returned with the reply.*

H-T

07/11/2001 NDELETED 00000067 09826398

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Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE

07-09-01

Express Mail Label No.: EF371223239US

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Date of Deposit: July 6, 2001

Attorney Docket No.: 17420-013



IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

APPLICANTS: Terence David Sanger

SERIAL NUMBER: 09/826,398

EXAMINER: Not Yet Assigned

FILING DATE: April 3, 2001

ART UNIT: 2641

TITLE: METHOD AND APPARATUS FOR SENDING ELECTRONIC MAIL
USING HUMAN HANDWRITING

July 6, 2001
Boston, Massachusetts

BOX Missing Parts

Assistant Commissioner for Patents
Washington, D.C. 20231

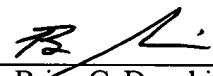
RESPONSE TO NOTICE TO FILE MISSING PARTS

In response to the Notice To File Missing Parts of Nonprovisional Application mailed May 10, 2001, Applicants submit herein an executed Combined Declaration and Power of Attorney form, substituted drawings in compliance with 37 CFR 1.84, specifically three (3) sheets of drawings, Figs. 1-3, payment of the surcharge of \$65.00 (#9379) as set forth in 37 C.F.R. §1.16(e), and a copy of the Notice to File Missing Parts of Nonprovisional Application. This response is due on or before July 10, 2001.

Applicants believe that no further fees are due but, should it be deemed that further fees are due, please charge any fees that may be due, or credit any overpayment of same, to Deposit Account No. 50-0311, Reference No. 17420-013.

Respectfully submitted,

Dated: July 6, 2001



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